

PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
11 October 1988 - 18 October 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

B. On 6 October, the Office of Logistics, Printing and Photography Group (OL/P&PG) received a request from Office of Scientific and Weapons Research (OSWR) to print two versions of a new brochure. Version "A", for Congress, will require 5,000 copies and Version "B", for recruitment, will require 20,000 copies. Unfortunately, this publication, prepared on a desktop publishing system, was somewhat lacking in image quality. Furthermore, the page layout was incorrect. Consequently, the type will be reset and composed correctly by P&PG for the printing process. A decision is pending as to whether this job will be printed in-house or contracted out to a commercial printer.

C. The Office of Logistics, Printing and Photography Group (OL/P&PG) received a request on 30 August to produce 13,307 copies of a large five-color map for the State Department (SD). This request was being processed routinely with a delivery date of 18 October. Unfortunately, the press schedule for this map conflicts

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25X1 with that of the [] maps. Accordingly, the Office of Current
Production and Analytical Support (CPAS) has been notified that the
25X1 delivery date for the SD maps will have to be changed to 25 October.
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25X1 D. All demolition for phase one of the renovation project for
25X1 the Office of Logistics, Printing and Photography Group (OL/P&PG) is
complete which includes half of the Systems Staff area and the snack
bar. Construction in the Systems Staff is approximately 75 percent
completed with new drywall, phone and computer line conduits
installed. Remaining to be completed in phase one is the
installation of a door, carpeting, and painting. []
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25X1 E. During the past several weeks, the six-color press in the
Office of Logistics, Printing and Photography Group (OL/P&PG) has
been used to run a large number of complex printing jobs. On
Friday, 14 October, after completing a week-long run of 134,000
impressions for the "Handbook on Economic Statistics", problems were
experienced with the electronically controlled inking system and
maintenance was scheduled for the next day. Following six hours of
25X1 maintenance on Saturday, 15 October, the press was back in
operation. []

25X1 F. Last week, the Office of Logistics, Printing and Photography
25X1 Group (OL/P&PG) experienced a problem which typifies a growing
larger problem concerning systems compatibility. P&PG received a
five inch diskette of unknown origin from DDS&T, Foreign Broadcast
Information Service (FBIS) for publication in the S&T Perspectives.
Normally, FBIS submits their work to P&PG on eight inch Wang
diskettes. After attempts to read the five inch diskette into
P&PG's Atex typesetting system were unsuccessful, the disk was
returned to FBIS where the data was transferred to an eight inch
diskette and readable formats were inserted. Unfortunately, this is
becoming a common problem with many of our customers as the number
and variety of PC word processors and desktop publishing equipment
grows. To add to our problems, new software and software revisions
are being released almost daily for these devices. []
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G. On Wednesday evening, 12 October, a senior manager from the
Directorate of Operations, Counterintelligence Center (DO/CIC)
tasked the Office of Logistics, Printing and Photography Group
(OL/P&PG) with an urgent request to create three vugraphs with paper
proofs to be ready by noon the following day. A designer completed
the graphics in time for the customer to review the proofs, bring
back revised editions, and add two new graphics for completion of

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all finished vugraphs by COB Friday, 14 October. These visuals describe resources required to operate the new CIC and will be used in a high-level briefing on Friday morning. [REDACTED]

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I. On 12 October, members of the Office of Logistics, Printing and Photography Group (OL/P&PG) ran the multi-media slide presentation entitled "Faces of OP" in the Headquarters Auditorium for the Directorate of Administration, Office of Personnel (DA/OP). Audience reaction appeared to be very positive to this latest updated version, which included many new slides recently shot by P&PG photographers. [REDACTED]

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III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

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